

**CONFIDENTIAL**

28 January 1981

MEMORANDUM FOR: Director of Data Processing  
THROUGH : Executive Officer  
FROM : Acting Chief, Administrative Staff  
SUBJECT : Weekly Report for the week Ending  
28 January 1981

PERSONNEL

25X1 Mr. [ ] now on rotational assignment to OD&E from  
ODP, has been placed under official cover, effective 10 October  
1980, for the duration of his assignments. All employees are  
25X1 urged to use caution in discussing Mr. [ ] with outside con-  
tractors. [ ]

25X1

ODP Personnel has a listing of summer jobs which will be  
available throughout the federal government during the upcoming  
summer. This list can be reviewed in the personnel office.  
Employees are cautioned that these jobs may be affected by the  
President's freeze on federal hiring. [ ]

25X1

Acting Chief, Administrative Staff

WARNING NOTICE  
INTELLIGENCE SOURCES  
AND METHODS INVOLVED

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